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**USAG ITALY
PLAN OF THE WEEK
16-22 December 2017**

FORCE PROTECTION CONDITION: BRAVO



Garrison Commander (GC)	COL Erik Berdy	637-8001	Deputy Garrison Manager (Livorno)	Ms. Catherine Miller	633-7505
Garrison CSM	CSM Mason Bryant	637-8002	American Red Cross		634-7089
Deputy GC	Mr. Frank Lands	637-8003	San Bortolo Liaison		634-8384
Garrison IOC	24/7 Watch Desk	637-8035	DPW Work Order		637-8100
Info Line		637-8888	Housing Office		637-7950
Vicenza MP Desk		634-7626	Livorno MP Desk		633-7510
Safety Line		637-SAFE	Emergency Work Orders (After Duty Hours)		0444-23-9149
Installation OPS Center		637-8035	USARAF COIC		637-1899
SHARP Hotline		634-7272	173RD IBCT (A) Staff Duty		637-4098
iWATCH		634-7688	iSALUTES		634-7688
Domestic Violence Hotline		634-JUST	Chaplain		637-CARE
207th Military Intelligence Brigade Staff Duty		337-150-7861	Suicide Prevention Hotline		118
Vicenza Military Intelligence Detachment (VMID)		637-7567	The Outlook	http://www.italy.army.mil/outlook.asp	
DoD Foreign Clearance Guide	https://www.fcg.pentagon.mil/		Smart Traveler Enrollment Program (STEP)	https://step.state.gov/step/	
Garrison Website	http://www.italy.army.mil/		Garrison Facebook	www.facebook.com/VMCIItaly	
DFMWR Website	http://italy.armymwr.com/europe/italy		Garrison Twitter	https://twitter.com/USAGItaly	
Special Event Approval SharePoint Site	https://intranet.eur.army.mil/imcom-e/vi/DPTMS/Antiterrorism/Lists/SETA%20List/AllItems.aspx				

UPCOMING EVENTS

DATE / TIME	EVENT	LOCATION
16 Dec 17 – 02 Jan 18	173 rd Block Leave	VMC
16 December, 1000-1400	Ederle Post Office Extended Hours – Full Service	Post Office, Caserma Ederle
18 Dec 17 – 02 Jan 18	DoDEA Winter Recess	VMC
18-29 December	USAREUR Half Day Schedule	VMC & DMC
20 December, 0900-1600	Government Purchase Card Training	Building #3, Caserma Ederle

COMMUNITY EVENTS

- The Ederle Post Office will be open on Saturday, 16 December 2017 from 1000-1400 hours for full service. The Ederle and Del Din Post Offices will be open on Saturday, 23 December from 1000-1400 for package pick-up only.
- The Voluntary Leave Transfer Program (VLTP) allows an employee who has a medical emergency to receive transferred annual leave directly from other employees in order to avoid being placed in a leave without pay situation. This allows an employee to continue to receive pay while recuperating from an emergency (whether their own or a family member's). Employees who desire to donate to persons in need should complete OPM Form 630-A, and forward directly to the Civilian Personnel Advisory Center (CPAC). OPM Form 630-A: http://www.opm.gov/FORMS/PDF_FILL/opm630a.pdf. For any questions contact CPAC at DSN 634-7266 or COMM 0444-71-7266.
- Looking for something to do this weekend? The "Out & About" section on the USAG Italy website has been updated with lots of fun events, plus Christmas Markets! Check it out at <http://www.italy.army.mil/>. Also, check out the USAG Italy Pinterest page with several boards that give you the latest information on festivals, outlets, concerts, and free events. Highlights this weekend, a wide selection of Christmas events and the Orient Festival in Padova. <https://www.pinterest.com/usagvicenza/>
- The threat of snow and ice on the roads is increasing. To get information on road conditions and base or school closures please contact the USAG Italy Info Line at DSN 637-8888 or COMM 0444-61-8888. The Info Line is an automated message that is updated by the Installation Operations Center personnel once there is a change in road conditions or normal operations.

DIRECTORATE OF PUBLIC WORKS (DPW) CONSTRUCTION PROJECT

- Beginning Monday, 18 December 2017, DPW will be performing excavation work on a portion of the parking lot adjacent to Building 202 (AAFES Car Care Center) on Caserma Ederle. This project is expected to be complete on 23 December 2017. During this timeframe, the work area will be blocked off and closed to vehicle parking.

ANTITERRORISM/FORCE PROTECTION

Attacks and attempted attacks in Europe highlight the continuing threat of terrorism to all of us. Holiday markets and celebrations, transportation hubs, and other events with large crowds may increase the potential for attack. Everyone should maintain a high level of situational awareness and apply appropriate measures to reduce the risk of a terror attack, such as shopping during non-peak hours, avoiding areas near vehicle access points, and minimizing time spent in unsecure areas of airports and other mass-transit nodes. Immediately report suspicious activity, and ensure two way communication with your unit and family for accountability. Enjoy the holidays and your time in Europe, but exercise caution and stay vigilant. Visit www.eur.army.mil/TravelSafe for updated information and additional resources.

ALARACT MESSAGES

- ALARACT 114/2017, SERGEANT (SGT) AND STAFF SERGEANT (SSG) PROMOTION RECOMMENDED LIST, DTG: R 121851Z DEC 17. This message applies to Regular Army (RA) and United States Army Reserve Soldiers as outlined in the message. The purpose is to convey new promotion policy issued by the Acting Secretary of the Army changing how Soldiers are integrated into the promotion recommended list (PRL) for promotion to SGT and SSG. The effective date of the new policy is the 1 May 2018 promotion month. See the message for specifics. <https://www.milsuite.mil/book/docs/DOC-429684>

SAFETY CORNER

- Holiday safety is an issue that burns brightest from late November to mid-January, when families gather, parties are scheduled, and travel spikes. Take some basic precautions to ensure your family remains safe and injury-free throughout the season. Putting up decorations is one of the best ways to get in a holiday mood, but about 15,000 injuries involving holiday decorating are seen in emergency rooms each year.

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- o Decorate the tree with your kids and pets in mind; move ornaments that are breakable or have metal hooks toward the top
- o Always use the proper step ladder; don't stand on chairs or other furniture
- o Lights are among the best parts of holiday decorating; make sure there are no exposed or frayed wires, loose connections or broken sockets. One of every three home Christmas tree fires is caused by electrical problems. Turn lights off when unattended.
- o Plants can spruce up your holiday decorating, but keep those that may be poisonous (including some Poinsettias) out of reach of children and pets
- o Make sure paths are clear so no one trips on extension cords, decorations, toys, etc.
- o Never leave burning candles unattended and keep out of reach of children and pets
- o Keep your live tree properly watered by checking it daily. Keep tree as least three feet from fireplace and radiators

The holidays are a great opportunity to enjoy time with family and friends, celebrate life, to be grateful, and reflect on what's important. We are an Army Family and remember, what we do every day affects each other. Celebrate this Holiday Season safely!

OPERATIONS SECURITY (OPSEC) FOR THE HOLIDAYS

OPSEC is the process we use to identify and protect critical information from our adversaries. While we primarily use this process at work, we can apply the same methodology to protect our family and our homes over the upcoming holiday season. With the hustle and bustle of the holiday season sometimes we forget about common sense security practices. The information below are some reminders that will help keep your holiday a safe and enjoyable one.

OPSEC AND SHOPPING:

OPSEC and Street Smarts are synonymous. With OPSEC you identify key information that our adversaries might use against us, then take measures to safeguard that information. When shopping here's some key "information" you want to protect:

Credit card/ATM numbers. Be wary of "shoulder surfers - cell phone cameras" as you take out cash from ATMs or pay for items with your credit card.

Make sure to put receipts in a safe place or destroy them properly.

Large amount of cash. If carrying a large amount of cash, keep a portion of the money separate from your wallet in case you get pick pocketed or lose your wallet.

Expensive items you recently purchased. If you bought so many presents that you have to take a trip to the car to unload your packages so that you can buy more; make sure you place the items in your trunk and out of sight. It's also smart to relocate to another parking space.

OPSEC AND SOCIAL NETWORKING SITES:

Travel plans on Facebook or other social sites. If you post your travel plans or tell people that you and the family are skiing in another state; you are letting criminals know your home is probably empty. Wait until you return home to post pictures of your vacation.

Gifts you recently purchased. Limit the information you post about gifts. Don't provide the bad guys with a list of your precious belongings.

Places, Locations, and Checking In. If you are out shopping or at a holiday party, be careful if you use many of the popular location applications on social networking sites. Although this is a great way of letting family members and friends know where you are, it is also allowing strangers and criminals know your location or the fact that your home may be empty.

OPSEC AT HOME:

How could giving a family member a present help burglars target you? A trash can make you a target. Boxes from items like jewelry or electronics (such as computer, television, and stereo boxes) left curbside for trash collection provide good indicators to potential burglars about what high value items are located in the household. Break down the boxes, throw them in a bag, or put them out just before trash collection time.

Things often get so hectic around the holidays that sometimes we completely forget about basic security. Remember:

- Be alert to public works crews and other personnel requesting access to the residence. Verify their identity before allowing entry to your home.
- Write down the license plate number of suspicious vehicles and note the description of occupants.
- When socializing at parties over the holidays don't talk "shop" around those who don't have a need to know, and be wary of attempts to elicit information, even from friends and family.
- Report suspicious activity to the police or local law enforcement.

OPSEC AND TRAVEL:

If traveling this holiday season, don't forget Travel OPSEC!

- Refrain from using military duffel bags or bags with government patches or logos and use concealed luggage tags.
- Don't use rank or title to reserve airline tickets and hotel rooms.
- Keep a low profile in dress and demeanor.
- Be cautious about giving out information regarding family travel plans to those who don't have a "Need to Know"
- Leave your home with a lived in look.
- Use timers for lights, TV or radio
- Have a neighbor collect your mail and holiday deliveries
- Be alert and report suspicious activity!

VICENZA AAFES EXCHANGE

• 15 to 17 DEC – SOFTLINES MANAGER SPECIAL:

TAKE AN ADDITIONAL 25% OFF AT THE REGISTER ON THE FOLLOWING PERMANENTLY MARKED CLEARANCE MERCHANDISE:

- Men's & Ladies Apparel, Ladies Daywear and Sleepwear, Children's Apparel, Footwear for the entire family, Fine Jewelry, Fashion Jewelry and Watches, and Sunglasses; Fragrances, Mass & Prestige Cosmetics, Bath & Body, Ladies Handbags (including Prestige) and Accessories.
- Take additional 20% off at the register when using MILITARY STAR for payment (applies only to categories mentioned above).

• 15 Dec - "Knight of Savings" event at the Exchange Mall from 1800 to 2000:

- Follow the Knight and find the savings! Great deal throughout the Main Store.
- Anthony's Pizza special - large pizza with one topping \$9.99.

• 15 and 16 DEC Tommasi bottle signing and tasting event at your Main Store:

- Friday, 15 Dec 1400 to 1600, Saturday, 16 Dec 1100 to 1600.

• 16 Dec - Breakfast with Santa at the Food Court 0800 to 1030:

- Main Store will open at 0830. Bring your "Breakfast with Santa" receipt to the Main Store and receive 10% off any one item (up to \$100 discount)

CHAPLAIN'S OFFICE

"Christmas will always be as long as we stand heart to heart and hand to hand." Dr. Seuss

"I will honor Christmas in my heart, and try to keep it all the year." Charles Dickens